

**Tecumseh District Library
Tecumseh, Michigan**

FINANCIAL STATEMENTS

June 30, 2008

Tecumseh District Library

Tecumseh, Michigan

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June 30, 2008

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Tecumseh District Library

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INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees
Tecumseh District Library
Tecumseh, Michigan

We have audited the accompanying financial statements of the governmental activities and the major fund of the Tecumseh District Library as of and for the year ended June 30, 2008, which collectively comprise the Library's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Tecumseh District Library's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the Tecumseh District Library as of June 30, 2008, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and budgetary comparison information, as identified in the table of contents, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

ABRAHAM & GAFFNEY, P.C.
Certified Public Accountants

August 25, 2008

Tecumseh District Library

MANAGEMENT'S DISCUSSION AND ANALYSIS

June 30, 2008

The management's discussion and analysis of Tecumseh District Library's (the Library) financial report provides an overview of the Library's financial activities for the fiscal year ended June 30, 2008. Please read it in conjunction with the Library's financial statements which follow this section.

Using this Annual Report

This annual report consists of a series of financial statements. The statement of net assets and the statement of activities provide information about the activities of the Library as a whole and present a longer-term view of the Library's finances. This longer-term view uses the accrual basis of accounting so that it can measure the cost of providing services during the current year, and whether the taxpayers have funded the full cost of providing government services.

The fund financial statements present a short-term view; they tell us how the taxpayers' resources were spent during the year, as well as how much is available for future spending. Fund financial statements also report the Library's operations in more detail than the government-wide financial statements by providing information about the Library's General Fund.

Statement of Net Assets/Statement of Activities

The following table shows, in a condensed format, the Library's net assets in comparison to the previous year:

	June 30,		Increase (Decrease) from
	2008	2007	Prior Year
Assets			
Current and other assets	\$ 2,322,972	\$ 2,071,336	\$ 251,636
Capital assets	<u>2,304,960</u>	<u>2,408,518</u>	<u>(103,558)</u>
Total assets	4,627,932	4,479,854	148,078
Liabilities			
Current liabilities	<u>22,828</u>	<u>16,975</u>	<u>5,853</u>
Net Assets			
Invested in capital assets	2,304,960	2,408,518	(103,558)
Restricted for permanent endowment	151,233	151,398	(165)
Unrestricted	<u>2,148,911</u>	<u>1,902,963</u>	<u>245,948</u>
Total net assets	<u>\$ 4,605,104</u>	<u>\$ 4,462,879</u>	<u>\$ 142,225</u>

The net assets of the Library increased by \$142,225 in the current year and were \$4,605,104 at year end.

Tecumseh District Library

MANAGEMENT'S DISCUSSION AND ANALYSIS

June 30, 2008

The following table shows the changes of the net assets:

	June 30,		Increase (Decrease) from Prior Year
	2008	2007	
Revenue			
Property taxes	\$ 725,917	\$ 695,451	\$ 30,466
Penal fines	98,585	101,319	(2,734)
Other	<u>129,513</u>	<u>120,204</u>	<u>9,309</u>
Total revenue	954,015	916,974	37,041
Expenses	<u>811,790</u>	<u>718,871</u>	<u>92,919</u>
Changes in Net Assets	<u>\$ 142,225</u>	<u>\$ 198,103</u>	<u>\$ (55,878)</u>

The Library's revenues increased by \$37,041 in the current year. The increase was a result of increases in property tax revenue offset by decreases in penal fines in the current year. Property taxes increased due to an increase in taxable values of property. Penal fines decreases arose from less collection from Lenawee County.

The Library's expenses increased by \$92,919 in the current year. The increase was primarily due to hiring consultants to facilitate the development of the Library's strategic plan. In addition, the Library upgraded and replaced interior lighting in front entrance area.

The Library's Fund

The Library's only fund is the General Fund. Included in the assets of the General Fund is an endowment investment account. These accounts represent funds donated to the Library, which the Library Board has committed to using within certain self-imposed guidelines. Also included in the assets of the General Fund is the Herrick book permanent endowment investment account. This account was established in October 2004 with funds donated to the Library by the Herrick Foundation in memory of Kenneth G. Herrick. The principal donation of \$150,000 is permanently restricted and the investment earnings from the permanent endowment are to be spent on books for the Library.

Budgetary Highlights

On June 18, 2008, the Library amended the budget to adjust for various events that occurred during the year. The main item adjusted in the amended budget was the State aid revenue and capital outlay. This adjustment was necessary because of additional cost incurred in the Library's interior lighting renovation projects.

Capital Asset and Debt Administration

At June 30, 2008, the Library had approximately \$2.3 million (net of depreciation) invested in capital assets. During the current year, the Library purchased the following significant capital asset items: planters at the front entrance and Herrick Garden, interior lighting renovation projects, a pump replacement, and book drops, as well as additional library materials (books, software, and audio-visual materials).

The Library has no long-term debt.

MANAGEMENT'S DISCUSSION AND ANALYSIS

June 30, 2008

Economic Factors and Next Year's Budget

With the completion of the 2008-2013 Strategic Plan, the library has begun projects, such as a facility renovation, based on recommendations from our consultants. A technology plan will be finished and ready for implementation by the end of 2008. Between the interior renovations and the technology plan, the library will be expending funds to add technology and update the library space with minor construction including the addition of quiet study rooms, wall removal and wall construction as well as the ongoing lighting renovation that was begun in 2007. We also intend to market our collections and services much more aggressively in the coming months.

Expenses continue to rise, as the statewide inter-library loan system becomes more and more popular with the Library's cardholders. However, we do anticipate a very small increase in taxable property value for the 2009 tax collection.

These factors and activities are reflected in the 2008-2009 budget.

Contacting the Library's Management

This financial report is intended to provide our citizens, taxpayers, customers, and investors with a general overview of the Library's finances and to show the Library's accountability for the money it receives. If you have questions about this report or need additional information, we welcome you to contact the Library Director's Office.

BASIC FINANCIAL STATEMENTS

Tecumseh District Library

STATEMENT OF NET ASSETS

June 30, 2008

	<u>Governmental Activities</u>
ASSETS	
Current assets	
Cash and cash equivalents	\$ 519,736
Cash and cash equivalents - restricted	197,058
Investments	1,359,460
Investments - restricted	148,133
Due from other governmental units	<u>98,585</u>
Total current assets	2,322,972
Noncurrent assets	
Capital assets not being depreciated	348,000
Capital assets being depreciated, net	<u>1,956,960</u>
Total noncurrent assets	<u>2,304,960</u>
TOTAL ASSETS	4,627,932
LIABILITIES	
Current liabilities	
Accounts payable	2,176
Accrued wages	11,092
Other accrued liabilities	<u>9,560</u>
Total current liabilities	<u>22,828</u>
NET ASSETS	
Invested in capital assets	2,304,960
Restricted for permanent endowment	151,233
Unrestricted	<u>2,148,911</u>
TOTAL NET ASSETS	<u><u>\$ 4,605,104</u></u>

See accompanying notes to financial statements.

Tecumseh District Library
STATEMENT OF ACTIVITIES
Year Ended June 30, 2008

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenue and Change in Net Assets
		Charges for Services	Operating Grants and Contributions	Governmental Activities
Recreation and cultural	\$ 811,790	\$ 17,736	\$ 1,780	\$ (792,274)
General revenues				
Property taxes				725,917
State aid - unrestricted				12,312
Penal fines				98,585
Investment earnings				97,685
Total general revenues				934,499
Change in net assets				142,225
Net assets, beginning of the year				4,462,879
Net assets, end of the year				\$ 4,605,104

See accompanying notes to financial statements.

Tecumseh District Library

GOVERNMENTAL FUND BALANCE SHEET

June 30, 2008

	<u>General</u>
ASSETS	
Cash and cash equivalents	\$ 519,736
Cash and cash equivalents - restricted	197,058
Investments	1,359,460
Investments - restricted	148,133
Due from other governmental units	<u>98,585</u>
TOTAL ASSETS	<u><u>\$ 2,322,972</u></u>
LIABILITIES AND FUND BALANCE	
LIABILITIES	
Accounts payable	\$ 2,176
Accrued wages	11,092
Other accrued liabilities	<u>9,560</u>
TOTAL LIABILITIES	22,828
FUND BALANCE	
Reserved for	
Permanent endowment	151,233
Unreserved	
Designated for endowment	724,245
Designated for property tax budget year	359,417
Undesignated	<u>1,065,249</u>
TOTAL FUND BALANCE	<u>2,300,144</u>
TOTAL LIABILITIES AND FUND BALANCE	<u><u>\$ 2,322,972</u></u>

See accompanying notes to financial statements.

Tecumseh District Library

RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE SHEET
TO THE STATEMENT OF NET ASSETS

June 30, 2008

Total fund balance - governmental fund \$ 2,300,144

Amounts reported for the governmental activities in the statement of net assets are different because:

Capital assets used in governmental activities are not financial resources
and therefore are not reported as assets in the governmental fund.

The cost of capital assets is	\$ 3,016,380
Accumulated depreciation is	<u>(711,420)</u>

Capital assets, net	<u>2,304,960</u>
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Net assets of governmental activities	<u><u>\$ 4,605,104</u></u>
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See accompanying notes to financial statements.

Tecumseh District Library

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - GOVERNMENTAL FUND

Year Ended June 30, 2008

	<u>General</u>
REVENUES	
Property tax	\$ 725,917
Penal fines	98,585
State aid	12,312
Photocopy/fax fees	6,098
Fines and fees	11,638
General investment income	44,468
Gifts	1,780
Endowment investment income	41,685
Realized and unrealized gains on investments	<u>11,532</u>
 TOTAL REVENUES	 954,015
 EXPENDITURES	
Recreation and cultural	
Current	
Staff	472,367
Collections	94,025
Office	9,765
Programs	6,083
Professional services	40,271
Insurance	8,184
Communications	5,804
Utilities and services	27,773
Cleaning and maintenance	19,556
Capital outlay	<u>24,404</u>
 TOTAL EXPENDITURES	 <u>708,232</u>
 NET CHANGE IN FUND BALANCE	 245,783
 Fund balance, beginning of year	 <u>2,054,361</u>
 Fund balance, end of year	 <u><u>\$ 2,300,144</u></u>

See accompanying notes to financial statements.

Tecumseh District Library

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE OF THE GOVERNMENTAL FUND TO THE STATEMENT OF ACTIVITIES

Year Ended June 30, 2008

Net change in fund balance - governmental fund \$ 245,783

Amounts reported for governmental activities in the statement of activities are different because:

Capital outlays are reported as expenditures in the governmental fund. However, in the statement of activities, the cost of capital assets is allocated over their estimated useful lives as depreciation expense. In the current period, these amounts are:

Capital outlay	\$ 106,411	
Depreciation expense	<u>(209,969)</u>	
Excess of depreciation expense over capital outlay		<u>(103,558)</u>
Change in net assets of governmental activities		<u><u>\$ 142,225</u></u>

See accompanying notes to financial statements.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

NOTE A: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Library was created on December 20, 2002 through a District Library Agreement entered into by the Tecumseh Public School District (the "School District") and the City of Tecumseh (the "City"); however, until June 30, 2003, the School District was responsible for the Library and the Library continued to be reported as a fund of the School District.

On July 1, 2003, the Library became an independent district library. The Library services a portion of the residents of the Townships of Adrian, Franklin, Macon, Raisin, Ridgeway, and Tecumseh, as well as the City of Tecumseh. The Library is governed by a seven-member board elected from the Library District.

1. Reporting Entity

As required by accounting principles generally accepted in the United States of America; GASB Statement No. 14, *The Financial Reporting Entity* (as amended by GASB Statement No. 39); and *Michigan Committee on Governmental Accounting and Auditing No. 5*, these financial statements present the financial activities of the Tecumseh District Library. The Library has no activities that would be classified as component units.

2. Basis of Presentation

GOVERNMENT-WIDE FINANCIAL STATEMENTS

The statement of net assets and the statement of activities (the government-wide statements) present information for the Library as a whole.

The government-wide financial statements are presented using the economic resources measurement focus, similar to that used by business enterprises or not-for-profit organizations. Because another measurement focus is used in the governmental fund financial statements, reconciliations are provided that explain the differences in detail.

The statement of activities presents the direct functional expenses of the Library and the program revenues that support them. Direct expenses are specifically associated with a service, program, or department and are therefore clearly identifiable to a particular function. Program revenues are associated with specific functions and include charges to recipients for goods or services and grants and contributions that are restricted to meet the operational or capital requirements of that function. Revenues that are not required to be presented as program revenues are general revenues. This includes all taxes, interest, and unrestricted State aid payments and other general revenues and shows how governmental functions are either self-financing or supported by the general revenues of the Library.

FUND FINANCIAL STATEMENTS

The fund financial statements present the Library's major fund.

The major fund of the Library is:

- a. General Fund - The General Fund is the general operating fund of the Library. It is used to account for all financial resources. General Fund activities are financed by revenue from general property taxes, penal fines, and other sources.

3. Measurement Focus

The government-wide financial statements are presented using the economic resources measurement focus, similar to that used by business enterprises or not-for-profit organizations. Because another measurement focus is used in the governmental fund financial statements, reconciliations to the government-wide statements are provided that explain the differences in detail.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

NOTE A: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

3. Measurement Focus - continued

All governmental funds are presented using the current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

4. Basis of Accounting

Basis of accounting refers to the timing under which transactions are recognized for financial reporting purposes. Governmental fund financial statements use the modified accrual basis of accounting. The government-wide financial statements are prepared using the accrual basis of accounting.

Under the accrual basis of accounting, revenue is recorded in the period in which it is earned and expenses are recorded when incurred, regardless of the timing of related cash flows. Property tax revenue is recognized in the fiscal year for which it is levied. Revenues for grants, entitlements, and donations are recognized when all eligibility requirements imposed by the provider have been met. Deferred revenue is recorded when resources are received by the Library before it has legal claim to them, such as when grant monies are received prior to the incurrence of qualified expenditures.

Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). The length of time used for "available" for purposes of revenue recognition in the governmental fund financial statements is 60 days. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Revenues susceptible to accrual include property taxes, state aid, and interest revenue. Other revenues are not susceptible to accrual because generally they are not measurable until received in cash. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on long-term debt which are recorded when due.

5. Budgets and Budgetary Accounting

Budgets shown as required supplementary information were prepared on a basis consistent with the basis used to reflect actual results. The Library employs the following procedures in establishing the budgetary data reflected in the financial statements.

The Library does not maintain a formalized encumbrance accounting system. All annual appropriations lapse at fiscal year end.

- a. The Library prepares the proposed operating budget for the fiscal year commencing July 1. The operating budget includes proposed expenditures and resources to finance them.
- b. Prior to incurring significant expenditures, the budget is legally enacted through Library Board action.
- c. The budget is legally adopted and maintained at the account level.
- d. Budgeted amounts are reported as originally adopted and as amended by the Library Board during the year.

6. Cash, Cash Equivalents, and Investments

Cash and cash equivalents consist of a checking, savings, and money market accounts.

A portion of the cash and investments are classified as restricted cash because their use is limited. The General Fund's restriction is related to the permanent endowment.

Tecumseh District Library

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

NOTE A: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

6. Cash, Cash Equivalents, and Investments - continued

Investments include fixed income securities and certificates of deposit with an original maturity greater than 90 days from the date of purchase. All investments are stated at market value.

7. Due from Other Governmental Units

Due from Other Governmental Units consist penal fine collections due from Lenawee County.

8. Property Taxes

Property tax receivable is shown as net of an allowance for uncollectible amounts, if deemed necessary. Property taxes are levied on each December 1 on the taxable valuation of the property as of the preceding December 31. Taxes are considered delinquent on February 28, at which time penalties and interest are assessed.

The 2007 taxable valuation of the communities included in the Library District totaled approximately \$626,598,965, on which ad valorem taxes levied consisted of 1.1472 mills for the Library's operating purposes. The ad valorem taxes levied based on this were approximately \$718,834. This amount, net of adjustments for board of review adjustments, Michigan Tax Tribunal adjustments, and personal property taxes returned delinquent, is recognized in the General Fund as tax revenue.

Since the Library's fiscal year covers the period from July 1 through the following June 30, as of the end of the fiscal year, the Library board has designated one-half of the December 1 levy to be used to finance the operations of the first half of the ensuing fiscal year. Accordingly, \$359,417 of property taxes related to the December 1 levy is reported as "designated for property tax budget year".

9. Capital Assets

Capital assets include land, buildings, equipment, and collections and are recorded (net of accumulated depreciation, if applicable) in the government-wide financial statements under the governmental activities column. Capital assets are those with an initial individual cost of \$1,000 or more and an estimated useful life of more than one year. Capital assets are not recorded in the governmental fund. Instead, capital acquisition and construction are reflected as expenditures in the governmental fund and the related assets are reported in the government-wide financial statements. All purchased capital assets are valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated capital assets are valued at their estimated fair market value on the date received.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Depreciation is computed using the straight-line method over the following useful lives:

Building and improvements	15 - 30 years
Library materials	3 - 5 years
Furniture, fixtures, and equipment	5 - 10 years

10. Comparative Data

Comparative data for the prior year has not been presented in the accompanying financial statements since the inclusion of comparative data would make the statements unduly complex and difficult to read.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

NOTE B: CASH, CASH EQUIVALENTS, AND INVESTMENTS

In accordance with Michigan Compiled Laws, the Tecumseh District Library is authorized to invest in the following investment vehicles:

1. Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
2. Certificates of deposit, savings accounts, deposit accounts, or depository receipts of a State or nationally chartered bank or a State or Federally chartered savings and loan association, savings bank, or credit union whose deposits are insured by an agency of the United States government and which maintains a principal office located in this State under the laws of the State or the United States, but only if the bank, savings and loan association, or credit union is eligible to be a depository of surplus funds belonging to the State under Section 5 or 6 of Act No. 105 of the Public Acts of 1855, as amended, being Section 21.145 and 21.146 of the Michigan Compiled Laws.
3. Commercial paper rated at the time of purchase within the three (3) highest classifications established by not less than two (2) standard rating services and which matures not more than 270 days after the date of purchase.
4. The United States government or Federal agency obligations repurchase agreements.
5. Bankers acceptances of United States banks.
6. Mutual funds composed of investment vehicles that are legal for direct investment by local units of government in Michigan.

Federal Deposit Insurance Corporation (FDIC) regulations provide that deposits of governmental units are to be separately insured for the amount of \$100,000 for deposits in an insured bank for savings deposits and \$100,000 for demand deposits. Furthermore, if specific deposits are regulated by statute or bond indenture, these specific deposits are to be separately insured for the amount of \$100,000. Michigan Compiled Laws allow for collateralization of government deposits if the assets for pledging are acceptable to the State Treasurer under Section 3 of 1855 PA 105, MCL 21.143, to secure deposits of State surplus funds, securities issued by the Federal Loan Mortgage Corporation, Federal National Mortgage Association, or Government National Mortgage Association.

Deposits

Deposits of the Library are at federally insured banks located in the State of Michigan with all accounts maintained in the name of the Tecumseh District Library.

As of June 30, 2008, the carrying amount of the Library's deposits was \$1,548,855 and the bank balance was \$1,550,374 of which \$348,913 was covered by Federal depository insurance. The balance of \$1,201,461 was uninsured and uncollateralized. The cash and cash equivalents caption in the basic financial statements includes \$200 in imprest cash.

Investments

As of June 30, 2008, the carrying amounts and market values for each type of investment as reported in the cash, cash equivalents, and investments captions in the financial statements are as follows:

Tecumseh District Library

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

NOTE B: CASH, CASH EQUIVALENTS, AND INVESTMENTS - CONTINUED

<u>INVESTMENT TYPE</u>	<u>Carrying Amount</u>	<u>Market Value</u>	<u>Weighted Average Maturity</u>
Uninsured and unregistered for which the securities are held by the Library's agent in the Library's name -			
Federal Home Loan Mortgage notes	\$ 600,566	\$ 600,566	7.37 years
Federal Farm Credit notes	49,844	49,844	6.92 years
Federal National Mortgage Association notes	<u>24,922</u>	<u>24,922</u>	9.83 years
	<u>\$ 675,332</u>	<u>\$ 675,332</u>	

Credit risk

State law limits investments in certain types of investments to a prime or better rating issued by nationally recognized statistical rating organizations (NRSRO's). As of June 30, 2008, the Library's investments were rated Aaa by Standard and Poor's.

Interest rate risk

The Library has adopted a policy that indicates how the Library will minimize interest rate risk, which is the risk that the market value in the portfolio will fall due to changes in market interest rates, by structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operating funds primarily in shorter-term securities, liquid asset funds, money market mutual funds, or similar investments, and limiting the average maturity in accordance with the Library's cash requirements.

Custodial credit risk

The Library will minimize custodial credit risk, which is the risk of loss due to the failure of the security issuer or backer, by limiting investments to the types of securities listed in PA 20 of 1943, 129.91 section 1 and pre-qualifying the financial institutions, brokers/dealers, intermediaries, and advisors with which the Library will do business.

Concentration of credit risk

The Library will minimize concentration of credit risk, which is the risk of loss attributed to the magnitude of the Library's investment in a single issuer, by diversifying the portfolio so that the impact of potential losses from any one type of security or issuer will be minimized.

As of June 30, 2008, the cash and cash equivalents and investments referred to above have been reported in either the cash and cash equivalents or investments captions in the basic financial statements in the following categories:

	<u>Governmental Activities</u>
Cash and cash equivalents	\$ 519,736
Cash and cash equivalents - restricted	197,058
Investments	1,359,460
Investments - restricted	<u>148,133</u>
	<u>\$ 2,224,387</u>

Due to significantly higher cash flow at certain periods during the year, the amount the Library held as cash and cash equivalents increased significantly. As a result, the amount of uninsured and uncollateralized cash and cash equivalents were substantially higher at these peak periods than at year-end.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

NOTE C: CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2008, was as follows:

	<u>Balance July 1, 2007</u>	<u>Additions</u>	<u>Disposals</u>	<u>Balance June 30, 2008</u>
Capital assets not being depreciated				
Land	\$ 348,000	\$ -	\$ -	\$ 348,000
Capital assets being depreciated				
Building and improvements	2,113,941	17,556	-	2,131,497
Library materials	295,806	84,770	-	380,576
Furniture, fixtures, and equipment	<u>152,222</u>	<u>4,085</u>	<u>-</u>	<u>156,307</u>
Subtotal	2,561,969	106,411	-0-	2,668,380
Less accumulated depreciation				
Building and improvements	(274,366)	(97,242)	-	(371,608)
Library materials	(126,409)	(81,628)	-	(208,037)
Furniture, fixtures, and equipment	<u>(100,676)</u>	<u>(31,099)</u>	<u>-</u>	<u>(131,775)</u>
Subtotal	<u>(501,451)</u>	<u>(209,969)</u>	<u>-0-</u>	<u>(711,420)</u>
Net capital assets being depreciated	<u>2,060,518</u>	<u>(103,558)</u>	<u>-0-</u>	<u>1,956,960</u>
Net capital assets	<u>\$ 2,408,518</u>	<u>\$(103,558)</u>	<u>\$ -0-</u>	<u>\$ 2,304,960</u>

NOTE D: FUND BALANCE RESERVES AND DESIGNATIONS

Reserved fund balances are used to earmark a portion of fund balance to indicate that it is not appropriate for expenditure or have been legally segregated for a specific future use.

The following are the fund balance reserves as of June 30, 2008:

Reserved for permanent endowment	<u>\$ 151,233</u>
----------------------------------	-------------------

Designated fund balance is used to earmark a portion of fund balance to indicate that it is not available for expenditure due to being segregated for a specific future use.

The following are the fund balance designations as of June 30, 2008:

Designation for permanent endowment	\$ 724,245
Designated for property tax budget year	<u>359,417</u>
	<u>\$ 1,083,662</u>

NOTE E: RISK MANAGEMENT

The Library is exposed to various risks of loss for liability, property, employee dishonesty, workers' compensation, and employer's liability for which the Library carries commercial insurance.

Tecumseh District Library

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

NOTE F: EMPLOYEE RETIREMENT PLANS

Plan Description - Certain employees of the Library who were originally employed by the School District are eligible to participate in the Michigan Public Schools Employees' Retirement System (MPERS), a statewide, cost-sharing, multiple-employer defined benefit public employee retirement system governed by the State of Michigan. The system provides retirement, survivor, and disability benefits to plan members and their beneficiaries. The MPERS issues a publicly available financial report that includes financial statements and required supplementary information for the system. That report may be obtained by writing to the system at P.O. Box 30171, Lansing, Michigan, 48909.

Funding Policy - Employer contributions to the system are the result of implementation of the Finance Reform Act. Under these procedures, participating employers are required to contribute the full actuarial funding contribution amount to fund pension benefits.

The pension rate totaled 17.74 percent for the period July 1, 2007 through September 30, 2007, and 16.72 percent from the period October 1, 2007 through June 30, 2008 of the covered payroll plan. Basic plan members are required to contribute at rates ranging from 3 percent to 4.3 percent of gross wages. The Library's contributions totaled \$15,065 and basic plan members contributed \$3,574 for the year ended June 30, 2008, which equaled the required contributions in accordance with the requirements above. The Library made 100 percent of the required contributions in the current year and each of the two (2) preceding years. The contribution rates are determined on an actuarial basis by MPERS.

The Library sponsors a defined contribution plan covering all full-time employees hired after July 1, 2004 and not covered under the MPERS plan. The plan, commonly known as a 403(b) plan, allows for contributions from both the employer and the employee. The Library is required to contribute 5 percent of the covered payroll of the plan. Basic plan members are not required to make contributions. The Library's contributions totaled \$8,753 for the year ended June 30, 2008, which equaled the required contribution in accordance with the requirements above.

NOTE G: RESTRICTED NET ASSETS

Restrictions of net assets shown in the Government-wide financial statements indicate that there are restrictions imposed by the funding source or some other outside source which precludes their use for unrestricted purposes. The following is the net asset restriction as of June 30, 2008:

Governmental activities	
Restricted for	
Permanent endowment	<u>\$ 151,233</u>

REQUIRED SUPPLEMENTARY INFORMATION

Tecumseh District Library

General Fund

BUDGETARY COMPARISON SCHEDULE

Year Ended June 30, 2008

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES				
Property tax	\$ 692,555	\$ 692,555	\$ 725,917	\$ 33,362
Penal fines	85,000	85,000	98,585	13,585
State aid	-	12,312	12,312	-0-
Photocopy/fax fees	2,200	5,500	6,098	598
Fines and fees	14,000	11,000	11,638	638
General investment income	28,500	33,750	44,468	10,718
Gifts	2,000	1,250	1,780	530
Book endowment income	7,500	7,715	-	(7,715)
Endowment investment income	-	-	41,685	41,685
Realized and unrealized gains on investments	-	-	11,532	11,532
Total revenues	831,755	849,082	954,015	104,933
EXPENDITURES				
Operating expenditures				
Staff	516,531	516,531	472,367	44,164
Collections	132,450	132,450	94,025	38,425
Office	14,400	14,400	9,765	4,635
Programs	8,500	8,500	6,083	2,417
Professional services	41,718	48,918	40,271	8,647
Insurance	12,700	12,700	8,184	4,516
Communications	6,160	6,160	5,804	356
Utilities and services	35,300	35,300	27,773	7,527
Cleaning and maintenance	22,700	23,000	19,556	3,444
Total operating expenditures	790,459	797,959	683,828	114,131
Capital outlay				
Land improvements	-	4,321	4,247	74
Building	-	14,269	14,269	-0-
Equipment	-	5,888	5,888	-0-
Undistributed	41,296	26,645	-	26,645
Total capital outlay	41,296	51,123	24,404	26,719
TOTAL EXPENDITURES	831,755	849,082	708,232	140,850
NET CHANGE IN FUND BALANCE	-0-	-0-	245,783	245,783
Fund balance, beginning of year	2,054,361	2,054,361	2,054,361	-0-
Fund balance, end of year	\$ 2,054,361	\$ 2,054,361	\$ 2,300,144	\$ 245,783

Principals

Dale J. Abraham, CPA
Michael T. Gaffney, CPA
Steven R. Kirinovic, CPA
Aaron M. Stevens, CPA
Eric J. Glashouwer, CPA
Alan D. Panter, CPA



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**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE
AND OTHER MATTERS BASED ON AN AUDIT OF THE FINANCIAL STATEMENTS**

To the Board of Trustees
Tecumseh District Library
Tecumseh, Michigan

We have audited the financial statements of the governmental activities and the major fund of the Tecumseh District Library as of and for the year ended June 30, 2008, which collectively comprise the Library's basic financial statements, and have issued our report thereon dated August 25, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Tecumseh District Library's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control over financial reporting. Accordingly we do not express an opinion on the effectiveness of the Library's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified a certain deficiency in internal control over financial reporting that we consider to be a significant deficiency.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or a combination of control deficiencies, that adversely affects the Library's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Library's financial statements that is more than inconsequential will not be prevented or detected by the Library's internal control. We consider the following deficiency to be a significant deficiency in internal control over financial reporting:

PREPARATION OF FINANCIAL STATEMENTS

Michigan governments are required to prepare financial statements in accordance with generally accepted accounting principles (GAAP). Responsibility for the financial statements of the Library rests with the Library's management. The preparation of financial statements in accordance with GAAP requires internal controls over both (1) recording, processing, and summarizing accounting data (i.e., maintaining internal accounting records), and (2) reporting government-wide and fund financial statements, including the related note disclosures (i.e., external financial reporting). This issue was noted and reported in our audit comments last year.

It has historically been common for many small to medium-sized governments to rely on the independent auditors to assist in the preparation of the government-wide and fund financial statements, as well as the related notes to the financial statements, as part of its external financial reporting process. As a result, a government's ability to prepare financial statements in accordance with GAAP has typically been based, in part, on its reliance on the independent auditors. By definition, independent auditors cannot be part of the government's internal controls.

The condition noted in the preceding paragraph exists at the Tecumseh District Library. The cause for this condition is simply because it is more cost effective to outsource the preparation of its annual financial statements to the independent auditors than to incur the time and expense of having the employees and/or management obtain the necessary training and expertise required to perform this task internally.

As a result of this condition, the employees and/or management do not possess the qualifications necessary to prepare the Library's annual financial statements and notes to the financial statements in accordance with GAAP. The Library relies, in part, on the independent auditors for assistance with the preparation of annual financial statements and related notes to the financial statements in accordance with GAAP.

We recommend the Library consider obtaining the proper training for the appropriate staff members to assure that they are able to fully understand what goes into the preparation of the annual audited financial statements, assure there are no material misstatements, and assure there are appropriate disclosures in accordance with accounting principles generally accepted in the United States of America.

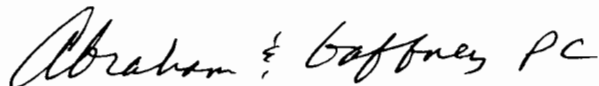
A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Library's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, we do not believe that the significant deficiency described above is a material weakness.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Library's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no such instances of noncompliance.

This report is intended solely for the information and use of management and the Board of Trustees of the Tecumseh District Library, others within the entity, and applicable departments of the State of Michigan and is not intended to be and should not be used by anyone other than these specified parties.



ABRAHAM & GAFFNEY P.C.
Certified Public Accountants

August 25, 2008